

DEPARTMENT OF NATURAL RESOURCES
AND CONSERVATION

Forestry Division



STEVE BULLOCK, GOVERNOR

STATE OF MONTANA

PHONE: (406) 542-4300
FAX: (406) 542-4217

2705 SPURGIN ROAD
MISSOULA, MONTANA 59804

March 14, 2013

STATE OF MONTANA
Invitation for Bid ADDENDUM
IFB NO.130150FIRE

TO BE RETURNED NO LATER THAN 2:00 P.M. MARCH 25, 2013

TITLE: Rental Vehicle – Northern Rockies Geographic Area

ADDENDUM NO. 1

To All Offerors:

Attachments A & B of the 2013 Rental Vehicle Solicitation have been amended as follows to remove contradictions to the solicitation. Also see attachments below:

- Attachment A Bid Form:
 - Remove all wording from Block 16 Special Provisions
- Attachment B Sample EERA Form:
 - Block 16 Special Provisions (a.):
 - From the sentence: The Government will track use of vehicles by recording the beginning and ending mileage, date and time for each order on an Emergency Equipment Use Invoice (OF-286).
 - Remove "beginning and ending mileage,"
 - Add the words *start* before "...date..." and *daily rate* before "...for each order..."
 - Block 16 Special Provisions (d.):
 - Remove the sentence "Government will return the vehicles in the same condition cleaned on the interior and washed on the exterior, along with a full tank of gas and the windshield washer fluid reservoir full."
 - Add the words *and fueling* before "...fee to be..." to the sentence "Cleaning fee to be included in the Daily rate."

Per 4.2 of the solicitation: The daily rate shall include licensing, cleaning fee, mileage allowance, any refueling needed upon return, and include all taxes and use fees.

All other terms of the subject "INVITATION FOR BID" are to remain as previously stated.

Acknowledgment of Addendum:

The offeror for this solicitation must acknowledge receipt of this addendum. This page must be submitted at the time set for the proposal opening or the proposal may be disqualified from further consideration.

Addendums may be returned via Fax at 406-542-4242, followed up with the original in the mail.

I acknowledge receipt of Addendum No. 1.

Signed: _____

Company Name: _____

Date: _____

Sincerely,

Pamela Okon
DNRC Fire & Aviation Management Bureau
Procurement Officer

**2013 BID FORM
VEHICLE RENTALS**

Attachment A

1. Do not fill in the shaded areas.

2. Print or type. Answers must be legible.

1. PROCUREMENT AGENCY a. name and address: b. Phone Number: c. FAX Number:		2. AGREEMENT NUMBER (Must appear on all documents relating to this agreement): XXXXXXXXXXXXXXXXXXXX				
		3. EFFECTIVE DATES OF AGREEMENT: a. beginning XX/XX/XXXX b. ending XX/XX/XXXX c. Specific incident only: Incident Name: _____ Incident Number: _____				
		4. CONTRACTOR a. name and address: b. EIN/SSN: c. DUNS: d. SAM: Y N e. EMAIL Address: f. 24/7 Telephone Number: FAX:		5. POINT OF HIRE (Location when hired if different than Block 4):		6. ORDERING DISPATCH CENTER
		7. THE WORK RATE IS BASED ON ALL OPERATING SUPPLIES BEING FURNISHED BY: <input type="checkbox"/> CONTRACTOR (wet) <input checked="" type="checkbox"/> GOVERNMENT (dry)				
		8. OPERATOR FURNISHED BY: <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> GOVERNMENT				
		9. Contractor Authorized Commissary: <input type="checkbox"/> Yes <input type="checkbox"/> No				
10. BUSINESS SIZE OF CONTRACTOR: a. <input type="checkbox"/> small b. <input type="checkbox"/> Other c. <input type="checkbox"/> Women-Owned d. <input type="checkbox"/> Small Disadvantaged e. <input type="checkbox"/> HUB Zone f. <input type="checkbox"/> Service Disadvantaged Vet (Information for tracking purposes only – not used for preferential hiring)						
11. ITEM DESCRIPTION: (Equipment includes VIN, Make, Model, Year, Serial No. Accessories or other identifying features).		12. NO. OF OPERATORS PER SHIFT	13. HRLY/DAILY SHIFT BASIS (ss/ds; ref. Cl.6) Rate Unit		14. SPECIAL	15. GUARANTEE (8 HOURS)
Sedans Sedans Midsize or Larger		N/A		Daily		N/A
Passenger Vans Mini, 7 passenger		N/A		Daily		N/A
Passenger Vans 8 passenger		N/A		Daily		N/A
Passenger Vans 12 passenger		N/A		Daily		N/A
Pickups ½ Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A
Pickups ½ Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A
Pickups ½ Ton, 4 x 4 – Load Range E Tires REQUIRED <i>(Including spare tire) Exemption to Section 2.4.1 recommendation</i>		N/A		Daily		N/A
Pickups ¾ Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A
Pickups ¾ Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A
Pickups 1 Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A
Pickups 1 Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A		Daily		N/A

2013 BID FORM VEHICLES RENTALS

Do not fill in the shaded areas

11. ITEM DESCRIPTION: Equipment (include VIN, make, model, year, serial no., accessories or other identifying features).	12. NO. OF OPERATORS PER SHIFT	13. HRLY/DAILY SHIFT BASIS (ss/ds; ref. Cl.6)		14. SPECIAL	15. GUARANTEE (8 HOURS)
		Rate	Unit		
Sport Utility/SUV Compact – 5 passenger & under ie: Jeep Liberty/Ford Escape/Honda Pilot Crossovers ie: Honda CRV	N/A		Daily		N/A
Sport Utility/SUV Midsized – 6-7 passenger ie: Ford Explorer/Jeep Cherokee Crossovers ie: Chevy Equinox/ Nissan Murano	N/A		Daily		N/A
Sport Utility/SUV Full-sized – 8 passenger or more ie: GMC Yukon/Chevy Tahoe/Ford Excursion Crossovers: <i>Acura MDX</i>	N/A		Daily		N/A
Car Carrier, with operator(s) Loaded mileage rate: <div style="float: right; text-align: right;"> Less than 100 miles 100-200 miles 201-300 miles Greater than 300 miles </div>			Loaded Mile		N/A
16. SPECIAL PROVISIONS <ul style="list-style-type: none"> a. The Emergency Equipment Shift Ticket OF-297 will be used to track daily usage and verified by the Government and must include the resource order #, contractor's inventory # and/or license plate#. The Government will track use of vehicles by recording the beginning and ending mileage and the date and time for each order on an Emergency Equipment Use Invoice (OF-286). b. All Use Invoices and Payment Vouchers must reflect the Contractor's Inventory Number of the vehicle and License Plate Number. c. Only full days will be paid – no prorating of the daily rate d. All vehicles will be provided clean on the interior and washed on the exterior, along with a full tank of gas and the windshield washer fluid reservoir full. The Government will return the vehicles in the same condition clean on the interior and washed on the exterior, along with a full tank of gas and the windshield washer fluid reservoir full. If the fuel tank is not filled, contractor may invoice the ordering agency at commercial rental car rate for fuel. Cleaning fee to be included in the Daily rate. e. All taxes and use fees are included in the daily rate. f. All terms conditions and specifications contained in IFB 130150FIRE are attached hereto and incorporated herein by reference 					
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE	18. DATE	19. PRINT NAME AND TITLE			

SAMPLE

EMERGENCY EQUIPMENT RENTAL AGREEMENT – Rental Vehicles

Page 1 of 2

1. PROCUREMENT AGENCY a. name and address: XXXX Land Office XXXXXX XXXXXX XX XXXXX b. Phone Number: c. FAX Number:		2. AGREEMENT NUMBER (Must appear on all documents relating to this agreement): XXXXXXXXXXXXXXXXXXXX 3. EFFECTIVE DATES OF AGREEMENT: a. beginning <u>XX/XX/XXXX</u> b. ending <u>XX/XX/XXXX</u> c. Specific incident only: Incident Name: _____ Incident Number: _____						
4. CONTRACTOR a. name and address: Joe Smith Contracting 123 ABC Street Anywhere, State, Zip b. EIN/SSN: c. DUNS: d. EMAIL Address: e. Telephone Number (day): Telephone Number (night): Cell Phone Number: FAX:		5. POINT OF HIRE (Location when hired if different than Block 4):		6. ORDERING DISPATCH CENTER				
		7. THE WORK RATE IS BASED ON ALL OPERATING SUPPLIES BEING FURNISHED BY: <input type="checkbox"/> CONTRACTOR (wet) <input checked="" type="checkbox"/> GOVERNMENT (dry)						
		8. OPERATOR FURNISHED BY: <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> GOVERNMENT						
		9. This block intentionally left blank.						
10. BUSINESS SIZE OF CONTRACTOR: a. <input type="checkbox"/> small b. <input type="checkbox"/> Other c. <input type="checkbox"/> Women-Owned d. <input type="checkbox"/> Small Disadvantaged e. <input type="checkbox"/> HUB Zone f. <input type="checkbox"/> Service Disadvantaged Vet (Information for tracking purposes only – not used for preferential hiring)								
11. ITEM DESCRIPTION: Equipment (include VIN, make, model, year, serial no., accessories or other identifying features).		12. NO. OF OPERATORS PER SHIFT	13. HRLY/DAILY SHIFT BASIS (ss/ds; ref. Cl.6) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Rate</th> <th style="width: 50%;">Unit</th> </tr> </table>		Rate	Unit	14. SPECIAL	15. GUARANTEE (8 HOURS)
Rate	Unit							
Sedans – Midsized or Larger		N/A	\$0.00		Daily	\$0.00	N/A	
Passenger Vans Mini, 7 passenger		N/A	\$0.00		Daily	\$0.00	N/A	
Passenger Vans 8 passenger		N/A	\$0.00		Daily	\$0.00	N/A	
Passenger Vans 12 passenger		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups ½ Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups ½ Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups ½ Ton, 4 x 4 – Load Range E Tires REQUIRED <i>(Including spare tire) Exemption to Section 2.4.1 recommendation</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups ¾ Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups ¾ Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups 1 Ton, 4 x 2 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	
Pickups 1 Ton, 4 x 4 <i>Load Range E Tire Recommended per Section 2.4.1</i>		N/A	\$0.00		Daily	\$0.00	N/A	

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		Rate	Unit		
Sport Utility/SUV Compact – 5 passenger & under ie: Jeep Liberty/Ford Escape/Honda Pilot Crossovers ie: Honda CRV	N/A	\$0.00	Daily	\$0.00	N/A
Sport Utility/SUV Midsized – 6-7 passenger ie: Ford Explorer/Jeep Cherokee Crossovers ie: Chevy Equinox/ Nissan Murano	N/A	\$0.00	Daily	\$0.00	N/A
Sport Utility/SUV Full-sized – 8 passenger or more ie: GMC Yukon/Chevy Tahoe/Ford Excursion Crossovers: <i>Acura MDX</i>	N/A	\$0.00	Daily	\$0.00	N/A
Car Carrier, with operator Loaded mileage rate Less than 100 miles 100-200 miles 201-300 miles Greater than 300 miles					
16. SPECIAL PROVISIONS <ol style="list-style-type: none"> The Government will track use of vehicles by recording the beginning and ending mileage, start date and time and daily rate for each order on an Emergency Equipment Use Invoice (OF-286) All Use Invoices and Payment Vouchers must reflect the Contractor's Inventory Number of the vehicle and License Plate Number. Only full days will be paid – no prorating of the daily rate All vehicles will be provided clean on the interior and washed on the exterior, along with a full tank of gas and the windshield washer fluid reservoir full. The Government will return the vehicles in the same condition clean on the interior and washed on the exterior, along with a full tank of gas and the windshield washer fluid reservoir full. If the fuel tank is not filled, contractor may invoice the ordering agency at commercial rental car rate for fuel. Cleaning and fueling fee to be included in the daily rate. All taxes and use fees are included in the daily rate. All terms conditions and specifications contained in IFB 130150FIRE are attached hereto and incorporated herein by reference 					
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE	18. DATE	19. PRINT NAME AND TITLE			
20. FEDERAL CONTRACTING OFFICER'S CO-SIGNATURE	21. DATE	22. a. PRINT NAME AND TITLE			
		b. Warrant No. c. FAX:			
23. DNRC CONTRACTING OFFICER'S CO-SIGNATURE	24. DATE	25. a. PRINT NAME AND TITLE			
		b. Phone Number: c. FAX:			